



Northland Community & Technical College TRF Campus Management Team Meeting

August 14, 2007
9:00 am.
Room 545

MINUTES

Attendees: Jeff Thomas, Dennis Bendickson, Ron Dvergsten, Gerry Schulte, Rocky Ammerman, Dean Dalen, Julie Olson, Norma Konschak, Kirsten Melby, Stacey Hron and Lori Johnson, recorder.

Topic	Discussion/Outcome
Call to order	Dennis Bendickson called meeting to order at 9:05 am.
1. Roseau Site Update	<p>Ron gave an update on the Roseau site:</p> <ul style="list-style-type: none">• Northland had a booth at the Roseau County Fair. This is the second year at the fair and the booth was well attended.• Practical nursing has a class starting at the Roseau site.• There are currently five ITV classes with enrollment.• Community Advisory Committee is meeting tomorrow. Northland administration will meet with four key community leaders: Jeff Pelowski, Mayor; Jack Swanson, County Commissioner; Stuart McFarlane, School Board Chair; and Larry Guggisberg, Superintendent. They will look at ways to get Northland back into the high school. Courses offered on a sequence?
2. Off-site FBM Offices	Ron announced that the off-site FBM space in Hallock was closed in July. FBM opened two new off-site spaces with Randy Zimmerman and Mike Lockhart located in Ulen and Doug Fjerstad and Jim Clark in Fosston.

3. Cancellation for Non-Payment	Gerry reported on the number of students currently on the list to be dropped if payment requirements have not been met by August 24 th . There are currently 773 students who have not made proper payment arrangements.
4. "Get Connected" Campaign	Gerry requested \$800 from the committee budget to fund this campaign. Dennis moved to approve this funding and motion was passed. Money will be used to print cards to help students in the following areas: Desire2Learn (D2L); eServices; Virtual Office; Student NetMail; and Student Username Lookup.
5. Registration	Rocky reported that registration is a little behind the same time last year but is catching up. There are seven more registration groups scheduled between now and the start of classes.
6. Testing for On-line Students	Jeff reported that the testing center will continue to proctor tests for on-line students.
7. Fall Schedule Cuts	Jeff indicated that the fall class schedule was being reviewed for sections with low enrollment and any cuts should be completed by next Tuesday.
8. On-line College in the High School	On-line College in the High School is rolling out state wide.
9. Managed Printing System	Stacey talked about implementing a managed printing system. Students will have a set amount of money in an account and will be charged 3¢ for black/white copies and 15¢ for color. Once their account is exhausted, they will need to deposit more money.
10. Room 545	Stacey indicated that a projector would be installed in room 545. A screen would be installed or the wall could be used.
11. Assessments	Dean indicated that a large group had completed assessments yesterday. They will have a few more sessions before classes start.
12. Next Meeting	There will be no further Campus Management Team meetings. President Temte will send out a memo next week to the committee members outlining the decision to disband the committee.
Adjourned	Meeting adjourned at 10:10 am.